



An Equal Opportunity/Affirmative Action Employer

Announcement of Intention to Fill a Job Vacancy

Senior Health Policy Analyst (Financial Services Specialist 2 (Policy Analysis), SG-23)

Location: Albany or NYC

Business Unit: Health Bureau

Negotiating Unit: Professional, Scientific and Technical (PEF)

Please note that a change in negotiating unit may affect your salary, insurance and other benefits.

Salary: The starting salary for this position is \$81,705 with periodic increases up to \$103,350.

Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,087 annual downstate adjustment.

Appointment Status: Permanent

Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.

The New York State Department of Financial Services seeks to build an equitable, transparent, and resilient financial system that benefits individuals and supports business. Through engagement, data-driven regulation and policy, and operational excellence, the Department and its employees are responsible for empowering consumers and protecting them from financial harm; ensuring the health of the entities we regulate; driving economic growth in New York through responsible innovation; and preserving the stability of the global financial system.

The Department of Financial Services is seeking candidates for the position of Senior Health Policy Analyst in the Health Bureau. Duties include, but are not limited to, the following:

- Reviews files and materials submitted by insurers for approval in relation to accident and health insurance products;
- Assists with implementing Department procedures for review of provider network adequacy filings and reviews provider network submissions;
- Assists with research, planning, administration, and/or analysis of the policies and procedures affecting health insurers;
- Reviews reports filed by utilization review agents, in relation to compliance with timeframes and requirements for making medical necessity determinations, for completeness and accuracy;
- Assists with mental health and substance use disorder parity investigations, including review of reports and Mental Health Parity and Addiction Equity Act (MHPAEA) worksheets;
- Collects, organizes, and presents data submitted by insurers for reports;
- Assists with the handling of special projects, studies, data collection, and investigations;
- Assists with health insurance programs, including the Consolidated Omnibus Budget Reconciliation Act (COBRA) subsidy program;
- Drafts, reviews, and submits various work-flow status reports;
- Assists with additional Health Bureau functions, including the Department's health mailbox; and
- Other duties as assigned.

Preferred Qualifications

- Ability to manage workload efficiently and timely.
- Ability to identify issues that may implicate applicable law, coordinate activities, seek information and guidance where appropriate.

Appointment method:

Candidates must meet the minimum qualifications listed below in order to be eligible for appointment.

Non-Competitive: A Bachelor's Degree in Business, Business Administration, Economics, Econometrics, Finance, Health, Health Administration, Health Policy, Law, Mathematics, Political Science, Public Administration, Public Health, Public Policy, Risk Management or Statistics and three (3) years of specialized experience in one or more of the following:

- Research, planning, administration, and/or analysis of the policies and procedures affecting regulated entities and how they conduct business activities with the public and/or other regulated entities.
- Research and analysis of State and federal statutes and regulations and their effects upon the business activities of financial services entities with regard to the public and/or other financial services entities.

A Master's Degree in one (1) of the related fields or a J.D. may substitute for one (1) year of specialized experience. A Ph.D. in one (1) of the related fields may substitute for two (2) years of specialized experience.

To Apply: Interested qualified candidates must submit a resume and letter of interest **no later than November 2, 2023** to the email address listed below. Please include the Box # **(Box SHPA-FSS2PA-10614)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Thomas Hurd
Box SHPA-FSS2PA-10614
New York State Department of Financial Services
Office of Human Resources Management
One Commerce Plaza, Suite 301
Albany, NY 12257
Email: NCE.Notifications@dfs.ny.gov
Fax: (518) 402-5071

All candidates that apply may not be scheduled for an interview

Public Service Loan Forgiveness

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at response@oer.ny.gov.